

# **Downtown Providence District Management Authority**

## **Board of Directors meeting minutes**

**Thursday, December 17, 2009 8:30 a.m.**

### **1. Roll Call**

**Director Gagliardi called the meeting to order at 8:40 a.m.**

**Directors present: Joseph DiBattista, Robert Gagliardi, Evan Granoff, Susan LaPidus, Richard Lappin, John MacIver and Christopher Placco.**

**Ex-Officio Members present: Diana Burdett, Alix Ogden and Lisa Paratore**

**Others present: Dan Baudouin, Executive Director of the Providence Foundation; Steve Gibson, President of Urban Place Consulting; Frank LaTorre, DID Director of Public Space; Frank Zammarelli, Operations Manager of Block-by-Block; Rosemarie Durette, DID Accounting Manager/Office Administrator**

### **2. City of Providence Update**

**Alix Ogden updated the Board on a couple of projects that she is monitoring for the DID.**

**Road repair work, funded by stimulus money, is scheduled for Downtown within the next 12 to 18 months.**

**The Department of Public Works has been preparing for winter. The crews have been working hard to be ready for the snow and icy roads.**

**DPW does not have the replacement pavers for crosswalk repair. After further research it was found that the same pavers are no longer being made. DPW is looking into what other materials could be used.**

### **3. Resolution of Appreciation to RIPTA**

**Recently Kennedy Plaza has been updated by the Rhode Island Public Transit Authority. The updates included additional streetscape amenities and the repaving of the surrounding streets. During the repaving process all the bus stops had to move throughout the Downtown. The DID would like commend RIPTA for their planning and the execution of that plan in making the move as easy as possible on all those effected. Director MacIver motioned for the Board to issue a resolution of appreciation to RIPTA. Director Placco seconded the motion, and a roll call vote was held as follows:**

**Director DiBattista yes**

**Director Gagliardi yes**

**Director Granoff yes**

**Director LaPidus yes**

**Director Lappin yes**

**Director MacIver yes**

**Director Placco yes**

**Therefore the motion passed.**

**4. Approval on the minutes of the November 17, 2009 Board meeting**  
**Director Macliver motioned to approve the minutes from the November 17, 2009 board meeting. Director Lappin seconded the motion, and a roll call vote was held as follows:**

**Director DiBattista yes**

**Director Gagliardi yes**

**Director Granoff yes**

**Director LaPidus yes**

**Director Lappin yes**

**Director Macliver yes**

**Director Placco yes**

**Therefore the motion passed.**

## **5. Financial Report**

**Steve Gibson presented the financials for November 2009.**

**The Statement of Financial Position shows the DID to be in a comfortable cash position with adequate funds to pay monthly expenses and maintain a reserve.**

**The Statement of Operations shows a solid revenue position and**

**overall expenditures below budget.**

**Director Placco motioned to accept the November 2009 financials as presented. Director Granoff seconded the motion, and a role call vote was held as follows:**

**Director DiBattista yes**

**Director Gagliardi yes**

**Director Granoff yes**

**Director LaPidus yes**

**Director Lappin yes**

**Director MacIver yes**

**Director Placco yes**

**Therefore the motion passed.**

## **6. Leadership Council Joint Venture**

**The Downtown Leadership Council met on December 17, 2009 regarding the joint venture focusing on economic development.**

**The action plan has been updated with specific goals and the time frames in which these goals could be achieved. Dan Baudouin reminded the Board that this plan is not all inclusive but addresses the major problems at this time. An analysis of resources is currently being done to insure that there are enough resources, and how to properly manage those resources, to meet the goals and time lines. Work has already begun in the areas of parking, taxes and permitting.**

## **7. Report for Urban Place Consulting & Director of Public Space**

**Frank LaTorre updated the Board on the projects he is working on:**

**The RIDOT sidewalk walk project had to be put out to bid again due to the fact that the contract awarded was over the approved budget.**

**The rebid will be advertised on January 4, 2010, bids will be accepted for the next six weeks and the contract will be awarded some time in April 2010.**

**Frank and Dan Baudouin have been meeting with all the private parking operators within the District to inform them of the work that is being done to advance the customer friendly parking system and to get their input on the proposal. Frank is continuing to work with Ernie Carlucci; the City's parking administrator, about parking issues within Downtown.**

**Steve Gibson asked the Board to approve Christmas bonuses for the members of the clean and safe teams as they have done in the past. The amounts would be \$100 for team members, \$200 for team leaders and \$500 for Frank Zammarelli, operations manager. Director DiBattista motioned to approve the bonuses. Director Granoff seconded the motion, and a roll call vote was held as follows:**

**Director DiBattista yes**

**Director Gagliardi yes**

**Director Granoff yes**

**Director LaPidus yes**

**Director Lappin yes**

**Director Macliver yes**

**Director Placco yes**

**Therefore the motion passed.**

**The Downtown Improvement District will celebrate our fifth anniversary in February 2010. The staff feels that something should be done to commemorate the event. We are currently looking for suggestions and guidance from the Board. A report will be given at the January meeting once more information has been gathered.**

#### **8. Report from Block- By- Block**

**The November numbers show an increase in trash collections and handbills. The increase in trash is mainly due to the Fall clean up. Increase in handbills is because of businesses targeting the college students. Graffiti have been small and easily removed.**

**Anthony Donadio, from Block by Block, was here to train Frank Zammarelli in a CPR training course. Once Frank is fully trained he will be able to instruct team members in CPR.**

#### **9. Other Business**

#### **10. Adjournment**

**Director Gagliardi adjourned the meeting at 9:45a.m.**

**Respectfully submitted,**

**Rosemarie Durette**

**Accounting Manager/Office Administrator**